

# PUERTO RICO

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

# FEDERAL POST CARD APPLICATION

# REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)

APPLICATION FOR STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

CITY OR TOWNSHIP OF \_\_\_\_\_

I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.

## 1. APPLICANT INFORMATION (See instruction 1.)

a. TYPED OR PRINTED NAME (Last, First, Middle Initial)

b. SEX c. RACE

d. DATE OF BIRTH

e. SOCIAL SECURITY NUMBER

f. OTHER IDENTIFICATION NO. (passport, ID card)

M M D D Y Y

— —

— —

## 2. I LAST VOTED or PLACE OF LAST REGISTRATION (Do not leave this section blank. See instructions.)

a. YEAR b. COUNTY, CITY, OR TOWNSHIP

c. STATE d. VOTER REGISTRATION NO. (if known)

## 3. VOTING RESIDENCE (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)

a. LAST DATE OF RESIDENCY

M M D D Y Y

b. NUMBER AND STREET (Do not use Post Office Box)

c. CITY, TOWN OR VILLAGE

d. STATE

e. COUNTY OR PARISH

f. ZIP CODE (9 -digit, if known)

## 4. MAIL ABSENTEE BALLOT TO: (Mailing address where you want the ballot to be sent.)

## 5. YOUR FAX NUMBER (If this application is faxed, include all international prefixes. See instructions.)

## 6. POLITICAL PARTY AFFILIATION (This information is required by most states to send you a ballot for primary elections. See Instructions.)

## 7. REMARKS (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See Instructions.)

## 8. AFFIRMATION BY APPLICANT

X only one: a, b, c or d

I swear/affirm, under penalty of perjury, that I am: (See Instructions)

a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.

b. a U.S. citizen temporarily residing outside the U.S.

c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.

d. other U.S. citizen residing outside the U.S.

e. I am a U.S. citizen, eligible to vote in the above jurisdiction, and subscribed to any required state/local oath or statement.

f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.

g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.

h. The information on this form is true and complete.

i. SIGNATURE OF APPLICANT

j. DATE

X

M M D D Y Y

## 9. WITNESS/NOTARY ADDRESS AND SIGNATURE

(If required by state law)

DATE SIGNED

M M D D Y Y

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

## Application Instructions

Circled letters on the form above correspond to the instructions below. **You must complete all shaded areas.**

**A.** Both your paternal and your maternal surnames are required. Otherwise, provide your full name as it appears on file at the Commonwealth Election Commission.

**B.** Provide your father's and mother's first names.

**C.** Do not leave blank. Enter “N/A” if not applicable or if you are a first time voter.

**D.** Provide the complete street address of your Puerto Rico voting residence. If your address includes a rural route, describe its' location. For example: "On Highway \_\_\_\_, 2 miles past Highway \_\_\_\_, across the street from the \_\_\_\_ gas station." A post office box is not sufficient. This address must be different from the one provided in Item 4 and must be within Puerto Rico.

**E.** Print the complete address where you want your ballot sent — usually your current mailing address. It must be different from the address you provided in Item 3. Please note: members of the Armed Forces and

merchant marine must utilize an APO/FPO address if available.

**F.** Provide your e-mail, phone or fax number, whichever is the easiest way to contact you.

**G. If you do not list a party affiliation, you cannot vote in primary elections.** You must indicate your political party affiliation when applying for a primary ballot (Example: Democrat, Republican) or write “none” in Item 6 of the FPCA. Political party affiliation is not required if only requesting absentee ballots for general elections.

**H.** The certifying officer who signs Item 9 must state here: “I certify that [voter] is a [member of the U.S. Army, student at XX University, etc., whichever is applicable].” See Sections I and II D below for details.

**I. Check ONE box.**

**J.** You are swearing or affirming that the information provided is true and correct by signing the FPCA. Also, see Sections I.D and II.D.

**K.** Applicant must sign and date in the presence of an oath taking official.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Puerto Rico and members of the Uniformed Services and their family members. Uniformed Services are defined as members of the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

### B. Registering and Requesting an Absentee Ballot

The Puerto Rico requirement to submit a separate FPCA for each election has been superseded by recently passed Federal legislation (Public Law 107-107) that provides for the submission of a single FPCA for all elections in the calendar year.

To register permanently, you must register in person. However, you may register temporarily to vote in the primary and general elections for Resident Commissioner.

**To register temporarily and request an absentee ballot,** send your completed FPCA to the Commonwealth Elections Commission so that it arrives not later than 30 days before the election. You will be sent a special absentee ballot which lists only the candidates for Resident Commissioner to the U.S. Congress.

**If you are permanently registered and wish only to request an absentee ballot,** send a completed FPCA to the Commonwealth Election Commission so that it arrives not later than 60 days before the election. Alternatively, you may request a ballot by using the Petition for Absentee Ballot, which is available by mail either from the Elections Commission or the political parties. You will be sent a ballot for local and Federal offices.

If your absentee ballot request arrives between 59 and 30 days before the election, you will be sent the special absentee ballot which lists only candidates for Resident Commissioner to the U.S. Congress.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must be **postmarked** not later than election day. Local election officials must receive it **before 3:00 p.m. on election day.**

The Commonwealth Elections Commission begins mailing ballots approximately 45 days before the election.

Due to its status, Puerto Rico does not send representatives to the U.S. Senate or directly participate in the election of the President and Vice President of the U.S. At the Federal level, a Resident Commissioner to the House of Representatives is elected.

If you are outside the U.S. and have not received your Commonwealth ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

### D. Notary/Witness Requirements

**FPCA:** Must be sworn to.

**Ballot Return Envelope:** Must be sworn to.

The person who administers the oath is verifying your identity and your status (for example, military spouse, merchant marine member, etc.).

**Military members, their spouses and their dependents** must obtain the signature of a commissioned officer.

**Merchant marine members** must obtain the signature of the highest officer on board.

### E. Electronic Transmission of FPCAs and Ballots

Puerto Rico allows electronic transmission of the FPCA, including fax and e-mail. You must submit the original FPCA by mail and it must be received by the local election official no later than 3:00 p.m. on election day.

Puerto Rico does not allow electronic transmission of the blank absentee ballot or the voted absentee ballot.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use only the following numbers:**

DSN 223-5527

(703) 693-5527

1-800-368-8683

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

***Notify Your Local Election Official About Your Current Mailing Address***

## II. CIVILIANS OUTSIDE U.S.

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Puerto Rico and overseas electors. The term “overseas elector” means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Puerto Rico.

- those studying outside of Puerto Rico in a duly accredited educational institution (consult Section B below for ballot type eligibility)
- agricultural workers under contract with the Agricultural Employment Program of the Commonwealth Labor Department outside Puerto Rico (consult Section B below for ballot type eligibility)
- members of the diplomatic or foreign aid service of the U.S., or of exchange programs between Puerto Rico and a foreign government (consult Section B below for ballot type eligibility)
- spouses and children of the above (consult Section B below for ballot type eligibility)
- airline crew members who are working outside Puerto Rico on election day (consult Section B below for ballot type eligibility)
- overseas electors (consult Section B below for ballot type eligibility)

### B. How to Register and Request Absentee Ballot

The Puerto Rico requirement to submit a separate FPCA for each election has been superseded by recently passed Federal legislation (Public Law 107-107) that provides for the submission of a single FPCA for all elections in the calendar year.

To register permanently, you must register in person. However, you may register temporarily to vote in the primary and general elections for Resident Commissioner.

**If you are not permanently registered**, request an absentee ballot by sending your completed FPCA to the Commonwealth Elections Commission so that it arrives not later than 30 days before the election. You will be sent a special absentee ballot which lists only the

candidates for Resident Commissioner to the U.S. Congress.

**If you are permanently registered and wish only to request an absentee ballot**, send a completed FPCA to the Commonwealth Election Commission so that it arrives not later than 60 days before the election. Alternatively, you may request a ballot by using the Petition for Absentee Ballot, which is available by mail either from the Elections Commission or the political parties. You will be sent a ballot for local and Federal offices.

If your absentee ballot request arrives between 59 and 30 days before the election, you will be sent the special absentee ballot which lists only candidates for Resident Commissioner to the U.S. Congress.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must be **postmarked** not later than election day. Local election officials must receive it **before 3:00 p.m. on election day**.

The Commonwealth Elections Commission begin mailing ballots approximately 45 days before the election.

Due to its status, Puerto Rico does not send representatives to the U.S. Senate or directly participate in the election of the President and Vice President of the U.S. At the Federal level, a Resident Commissioner to the House of Representatives is elected.

If you are outside the U.S. and have not received your Commonwealth ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2, page 12.

### D. Notary/Witness Requirements

**FPCA:** Must be sworn to.

**Ballot Return Envelope:** Must be sworn to.

The person who administers the oath is verifying your identity and your status (for example, student, agricultural worker, etc.).

**Students** must obtain the signature of an official in the school registrar's office.

**Dependents, agricultural workers, and airline crew members** must swear an oath before a notary public.

**Overseas electors** must obtain the signature of a consular officer.

### **E. Electronic Transmission of FPCAs and Ballots**

Puerto Rico allows electronic transmission of the FPCA, including fax and e-mail. You must submit the original FPCA by mail and it must be received by the local election official no later than 3:00 p.m. on election day.

Puerto Rico does not allow electronic transmission of the blank absentee ballot or the voted absentee ballot.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use only the following numbers:**

DSN 223-5527  
(703) 693-5527  
1-800-368-8683

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## **III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.**

### **A. Where To Send It**

Mail the FPCA to:

Secretary  
Commonwealth Elections Commission  
PO Box 366220  
San Juan, Puerto Rico 00936-6220

***Stand For Something! VOTE!***

by Major Edward O'Neal, Jr., Edwards AFB, California